

TO: City Council  
FROM: Lisa Parks, City Administrator  
DATE: February 11, 2025  
SUBJECT: Code Enforcement Process Briefing

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1) Recommended Action:

No action is requested, this is a briefing only.

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2) Background:

Recently, questions from Council Members and community members have come up regarding the status of various properties in the City with apparent and very visible code violations. The most recent policy-level evaluation and discussion related to code enforcement goes back to the 2017/2018 timeframe when the Police Department became the lead in implementing the City's code enforcement strategy. Since that time, the City's approach to code enforcement has been operating on a "complaint received" basis – as opposed to proactive investigation seeking out code violations – and with a "voluntary compliance" focus. Generally, our staff has been able to work collaboratively with people to gain voluntary compliance on most code violation cases. However, there are properties with on-going violations that are not resolved voluntarily.

Staff will provide a briefing on the steps involved in both voluntary and involuntary code compliance processes, including projected costs involved in pursuing efforts with property owners who choose not to comply.

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3) Policy Support:

VISION | MISSION | BELIEFS

Our Mission:

In active partnership with our community, we provide courageous leadership and essential municipal services to cultivate a prosperous economy, a healthy natural environment, vibrant neighborhoods, and a supportive social fabric.

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4) Alternatives:

- Schedule Summer Recess for the last two weeks of August.
  - Do not cancel or reschedule the meetings
  - Some other course of action
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5) Fiscal Notes:

There is no fiscal impact determining the meeting schedule and summer recess.

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6) Attachments:

None.